

**TASSO 2017**  
**ANNUAL CONFERENCE**  
**&**  
**AGM**

**SATURDAY AUGUST 26**  
**TAMAR VALLEY RESORT**  
**7 Waldhorn Drive, Grindelwald.**

**AGENDA ITEMS**



*Celebrating*  
*70 Years*  
*of Parent Engagement*

SUPPORTED BY  
  
Tasmanian  
Government  
Support provided by the Department of Education



# ACTION MOTION TO ANNUAL CONFERENCE & AGM 2017

## ITEM 1

**PROPOSED BY:** Forth Primary School Association

**CONTACT PERSON:** Michelle Scolyer, Chairperson

**PHONE:** 0418 106 210

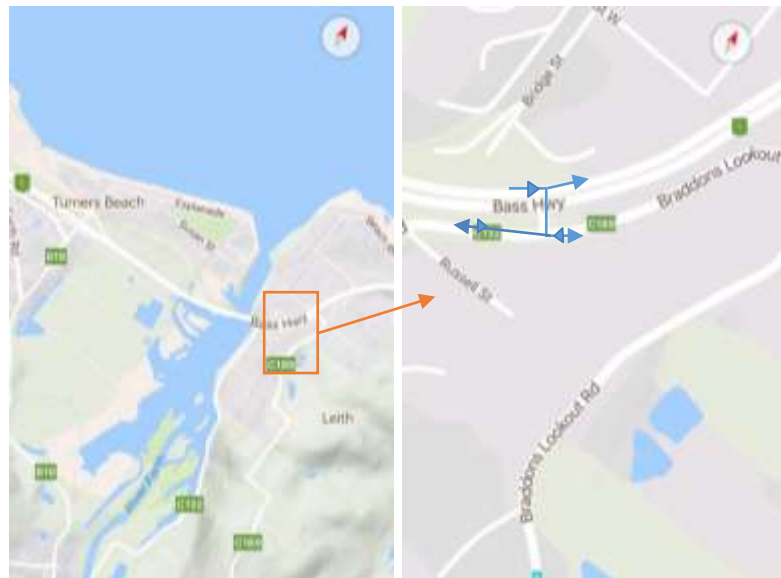
**SUBJECT:** SAFETY CONCERNS: BUS ROUTE, BASS HIGHWAY TURNOFF TO LEITH.

### PREAMBLE:

The Forth School Association members have ongoing concerns regarding the safety of our students who travel on the Leith/Forthside school bus. This school bus, loaded with 20 students crosses the Bass Highway onto the turnoff to Leith and again to access Braddons Lookout Road and back (see map below), every morning and afternoon.

This section of highway has 4 lanes and a speed limit of 110 km, and requires the driver to merge into this traffic, in fact over the double lines most of the time, just to get across safely.

This is an ongoing issue as a number of accidents have occurred at this site over the years, some even resulting in a fatality.



There has been previous consultation with all levels of Government since 2015 and before in early 2010. The Central Coast Council have over a number of years been trying to get this intersection changed; they have put there concerns to the Department of State Growth.

As a School community we remain extremely concerned that it is only a matter of time before a serious incident occurs. Many of our families do not let children travel on this bus due to safety concerns.

### MOTION:

That this conference demand the Department of State Growth ensure the safety of Forth Primary School families accessing the school and that of other road users.

## **ACTION MOTION TO ANNUAL CONFERENCE & AGM 2017**

### **ITEM 2**

**PROPOSED BY:** Burnie High School School Association

**CONTACT PERSON:** Teeny Brumby **Phone:** 0432 218 870

**SUBJECT:** **REVOKING THE PROPOSED LOWERING OF SCHOOL AGE IN CLAUSE 8 AND 9 OF THE EDUCATION ACT 2016**

### **PREAMBLE:**

Last year we had a panel presentation from Mark Morrissey (Children's commissioner), Jenny Gale (Education Department Secretary) Amina Keygan (Demographer) and Devonport Childcare Director to share their thoughts on lowering the proposed legislative changes to lowering the school age. At the conclusion of the conference a motion was tabled and it was unanimous (despite one abstention) that TASSO stakeholders were not in favour of lowering the school age. It is therefore important we re-iterate our concerns in 2017 with little to no traction in a change of response from the current government.

The lower school entry age is not supported by global and national research and is known to have a negative effect on children's dispositions for learning, self-esteem, mental health, relationships with adults and higher referrals to special support services. There is little evidence to suggest that lowering the school entry age will provide any academic, social, emotional or physical benefit to children or social and economic benefit to the wider community. Similarly children already access many varieties of high quality early childhood play-based education through education and care services whilst some remain at home with families and engage in community programs such as play groups and child and family centres which are all better suited to children's individual needs at this important developmental stage where meaningful relationships with adults are paramount. Some of the issues include;

- By placing children in a school environment they will have reduced time in a more nurturing adult-child environment and instead be placed in an environment with limited adult engagement with current proposed adult to child ratios.
- With an overall loss of older children attending child care centres, the loss of enrolments and income will see fees for remaining younger children increase and in smaller regional centres child care may disappear altogether. For those who can survive this legislation it will also place early childhood educators and schools under additional strain in relation to meeting the needs of this age group through infrastructure and facilities changes and the re-skilling of educators.
- The ability of schools to cope with the 'bubble' effect as a large number of children potentially moving through the system will be difficult for schools to manage and also result in many classes having children up to an 18 month difference in age and

development causing equity issues in relation to teaching style, guidance, support and assessment.

- Additionally, equity and access to education is already difficult for many rural families and this places additional stress on families relying on transport by bus services especially for younger children. Also bus services are not obliged to transport children of this age.
- Many working parents need to have their children attend Outside of School Hours Care (OSHC) facilities on school sites in order to work. However, this environment is not appropriate for small children to be mixing with much older ones and research suggests that many transitions are detrimental to children's emotional development.

**MOTION:**

**That this conference call on the Minister for Education and Training to withdraw the proposed legislation to lower the school age (Clause 8 and 9 of the new Education Act) in preference of retaining the existing entry age for Tasmanian Schools.**

## **ACTION MOTION TO ANNUAL CONFERENCE & AGM 2017**

### **ITEM 3**

**PROPOSED BY:** Prospect High School Association

**CONTACT PERSON:** Bruce Anderson (President)      **Phone:** 0408365459

**CONTACT PERSON:** Sonya Matthews (Secretary)      **Phone:** 0428694692 or 63444744

**SUBJECT:**                    **CHANGES REGARDING STUDENT MEMBER'S PARTICIPATION IN THE SCHOOL ASSOCIATION**

### **PREAMBLE:**

The Prospect High School Association would like to express our disappointment at the removal of voting powers of students at Association meetings. We believe that student voice, particularly in Secondary and Post-Secondary Schools is vital to the culture and business of Associations in our State. Secondary and Post-Secondary students are capable of making informed decisions. We feel that the fact that this change in Secretary's Instructions and draft Constitution could mean that students in years 11 and 12 could in fact be active members of a Secondary School Association, yet not be able to vote in their own school's Association, seems illogical.

### **MOTION:**

**That this Conference call on Government to make an amendment to the act and re-instate student membership to School Associations in Secondary and Post-Secondary Colleges with full voting rights.**

## **ACTION MOTION TO ANNUAL CONFERENCE & AGM 2017**

### **ITEM 4**

**PROPOSED BY:** Queechy High School Association

**CONTACT PERSON:** Jason Orr

**PHONE:** 0407 329 060

**SUBJECT:** **SMOKING AT SCHOOL CROSSINGS**

### **PREAMBLE:**

The risks associated with passive smoking are well documented and pose a significant threat to the health of all members of the community, in particular children. Furthermore, there is a work health and safety concern posed to those people employed as school crossing guards. Whilst many school crossings around the state are now controlled by lights and other electronic signage, people are still employed in many areas and should not be exposed to passive smoking.

The George Town Community Safety Group has undertaken an initiative to have smoking banned at all school crossings within their local council area. This important proposal has gained momentum and is being raised with the Local Government Association of Tasmania (LGAT), with a view to having smoking banned at all school crossings within Tasmania.

The Queechy High School Association believes that the support of schools around the state will play an integral role in this initiative being achieved.

### **MOTION:**

**That this conference write to the Local Government Association of Tasmania (LGAT) stating that the banning of smoking at all school crossings within Tasmania is supported by TASSO.**

## **ACTION MOTION TO ANNUAL CONFERENCE & AGM 2017**

### **ITEM 5**

**PROPOSED BY:** TASSO Management Committee

**CONTACT PERSON:** Lisa Gillard, Junior Vice President

**Phone:** 0437868466

**SUBJECT:** Levies, Fees and Other Charges

### **PREAMBLE:**

TASSO believe that state schools should be free of fees and levies.

Education is the foundation stone for reaching potential attainment and should be without barriers. Current practices by the Department of Education and its schools in setting fees, levies and other charges and imposing them upon families is not supportive of this, the conclusion can be drawn that a user pays public education system is being created. Education Act 2016 allows for principals to set fees and levies without a limit on what can be charged. Levies vary greatly from school to school , there is no standardisation around what is being charged, does this mean that those schools who have a higher percentage of families with the capacity to pay will be better resourced than those schools with a lower percentage?

Students should not select their subjects/courses based on whether there are additional costs or not. The subjects that traditionally attracted additional charges tend to be those of a vocational and specialised.

Education Act 2016 Part 5, Division 6, clause 138 does not define or differentiate between a levy, a fee or other charges. For a principal to have genuine consultation (Part 5, Division 6, clause 139.3) with the school association in regard to the setting of levies, fees and other charges there needs to be a common understanding of what is being asked, the implication of decisions made and the reason for the decision.

Regardless of family's financial circumstance, NO child should be disadvantage or exclude when it comes to their education! Schools need to take this into consideration when setting fees, levies and other charges. Schools need to be accountable and transparent and make sure these costs are clearly communicated, and that parent and students are treated sensitively and with respect, when it comes to making financial arrangements.

### **MOTION A:**

**That this Conference calls on the Minister for Education to direct the Secretary to compile clear instructions and definitions for levies, fees and other charges.**



#### **MOTION B:**

**That this Conference calls on the Minister for Education to make a directive to principals that there must be clear and authentic consultation with School Association Committee's and that for all fees, levies and other charges:**

- ❖ A clear procedure for setting the amounts is developed**
- ❖ The reason for the amounts is communicated to the school association**
- ❖ Identification of the items and activities that levies, fees and other charges cover**
- ❖ Assurance that the amounts are as minimal as possible**

#### **MOTION C:**

**That this Conference calls on the Minister for Education and Training to direct the DoE and its principals to:**

- ❖ Treat those entering into payment plans to be treated with respect and spoken with in a confidential setting when negotiating flexible plans.**
- ❖ Payment plans must allow parents to negotiate a minimum amount payable over an agreed reasonable and acceptable time period.**
- ❖ The initiation of legal proceedings to recover outstanding amounts should be the last course of action after all other avenues have been exhausted and there is a clear demonstration that those responsible for the debt have the ability to pay.**

## **ACTION MOTION TO ANNUAL CONFERENCE & AGM 2017**

### **ITEM 6**

**PROPOSED BY:** TASSO Management Committee

**CONTACT PERSON:** Lisa Gillard, Junior Vice President

**PHONE:** 0437868466

**SUBJECT:** **REVIEW OF STUDENT ASSISTANT SCHEME (STAS)**

### **PREAMBLE:**

It has been estimated by TasCOSS CEO in an interview with ABC News that there are "...about 15,000 children living in very low income households and living below the poverty line" in Tasmania, with this in mind there is a real need for the Student Assistance Scheme (STAS) to be reviewed.

If the Department of Education is serious about their mission, - "To provide every child, young person and adult in Tasmania with opportunity to continue to learn and reach their potential, to lead fulfilling and productive lives and to contribute positively to the community." Then no student in Tasmanian Government schools should be disadvantaged by their financial circumstances which can lead, for example, to subject selection based on the ability to pay, i.e. the student with the ambition to follow a vocational pathway is unable to study the appropriate electives due to additional charges.

We believe there also needs to be a review as to if there is discrepancy between what levies are paid and what schools receive for STAS students and the impact this has. Who is picking up the difference between what fees and levies are paid by families and the Department of Education contributes for those families that cannot pay their children's levies?

### **MOTION:**

**That this Conference calls on the Minister for Education and Training, to commence a comprehensive review of the Student Assistant Scheme pertaining to eligibility and if there is an impact on what schools offer in the way of learning resources when there is a higher percentage of students eligible for STAS as compared to those schools who have a lower percentage of students who receive STAS, with input from stakeholders.**

## TASSO POLICY MOTION TO ANNUAL CONFERENCE & AGM 2017

### ITEM 7

**PROPOSED BY:** TASSO Management Committee

**CONTACT PERSON:** Jared Dickason, Treasurer                      **CONTACT:** 0409 316 256

**SUBJECT:** COMMERCIAL SPONSORSHIP

**SECTION:** B, FUNDING OF EDUCATION - 9.1 (i) and 9.3

#### **PREAMBLE:**

That TASSO Funding of Education Policy B 9.1(i) currently reads, - TASSO does not support: the inclusion of the name of a commercial enterprise on school stationery or the sign indicating the name of the school.

With the changing landscape of how we communicate as associations through mediums such as Facebook, websites and apps having third party logo placement makes this part of current policy obsolete.

SECTION 9.3 – With the struggle for increased and ongoing funding from the government sector, the opportunity to source support from the private and non-commercial sector is becoming increasingly important. Section 9.3 limits our ability as an organisation / association to maintain potential funding opportunities and future support for the goals of TASSO as the leading advocate for parent associations in state schools.

#### **MOTION:**

**That TASSO Funding of Education Policy B 9.1(i) be amended from:**

**Policy 9.1 TASSO does not support: (i) the inclusion of the name of a commercial enterprise on school stationery of the sign indicating the name of the school**

**TO**

**Policy 9.1 TASSO does not support: (i) the inclusion of the name of a commercial enterprise on school stationery**

#### **MOTION:**

**That TASSO Funding of Education Policy B 9.3, which is:**

**TASSO does not, through its own organisation, directly promote or endorse any commercial product or service.**

**Be deleted.**

## CONSTITUTIONAL MOTION FOR ANNUAL CONFERENCE & AGM 2017

### ITEM 8

**PROPOSED BY** TASSO Management Committee

**CONTACT PERSON:** Lisa Gillard, Junior Vice-President      **Phone:** 0437 868 466

**SUBJECT:**      Association Office

**SECTION:**      Rule 3. Association Office

### **PREAMBLE:**

The TASSO Office is no longer located at 202 Liverpool Street, Hobart. The Management Committee gratefully accepted an offer from the Minister for Education and Training to relocate to Building 4, 30 Raminea Road, Lindisfarne.

### **MOTION**

**That Rule 3. Association Office of the TASSO Constitution be amended from:**

**The office of the Association shall be at 202 Liverpool Street, Hobart or any other place the committee determines.**

**To:**

**The office of the Association shall be at a place the committee determines.**

## CONSTITUTIONAL MOTION FOR ANNUAL CONFERENCE & AGM 2017

### ITEM 9

**PROPOSED BY:** TASSO Management Committee

**CONTACT PERSON:** Jared Dickason, Treasurer                      **CONTACT:** 0409 316 256

**SUBJECT:** MEMBERSHIP OF THE ASSOCIATION

**SECTION:** Rule 5 (11) If the Association is wound up -

#### PREAMBLE:

1/ Many of the grants offered in the private sector and outside that provided by the State government require the Association / Organisation have DGR (deductable gift recipient) status.

2/ Allows us to be eligible for donations

To meet part of the criteria for the ATO (Australian Tax Office) we require the following amendment to our Constitution.

#### MOTION:

We amend Rule 5 (11) which currently is:

##### 5. MEMBERSHIP OF THE ASSOCIATION

(11) If the Association is wound up-

- (a) every member of the Association; and
- (b) every person or association who, within the period of twelve months immediately preceding the commencement of the winding up, was a member of the Association -

is liable to contribute –

- (c) to the assets of the Association for payment of the debts or liabilities of the Association; and
- (d) for the costs, charges, and expenses of the winding up; and
- (e) for the adjustment of the rights of the contributories among themselves.

To

##### 5. MEMBERSHIP OF THE ASSOCIATION

(11) If the Association is wounded up –

- (a) or its endorsement as a deductible gift recipient is revoked (whichever occurs first), any surplus of the following assets shall be transferred to another organisation with similar objects, which is charitable at law, to which income tax deductible gifts can be made:

- (i) Gifts of money or property for the principal purpose of the organisation**
  - (ii) Contribution made in relation to an eligible fundraising event held for principal purpose of the association**
  - (iii) Money received by the organisation / association because of such gifts and contributions**
- (b) every member of the Association; and**
  - (c) every person or association who, within the period of twelve months immediately preceding the commencement of the winding up, was a member of the Association -**

**is liable to contribute –**

- (d) to the assets of the Association for payment of the debts or liabilities of the Association; and**
- (e) for the costs, charges, and expenses of the winding up; and**
- (f) for the adjustment of the rights of the contributories among themselves.**

## CONSTITUTIONAL MOTION FOR ANNUAL CONFERENCE & AGM 2017

### ITEM 10

**PROPOSED BY:** TASSO Management Committee

**CONTACT PERSON:** Jared Dickason, Treasurer                      **CONTACT:** 0409 316 256

**SUBJECT:** ANNUAL GENERAL MEETING

**SECTION:** Rule 12 - Item 1 and Item 10 and Rule 19 – Item 5

### PREAMBLE:

Currently we are bound through the constitution to hold our annual conference at our AGM, whilst we may continue to do this, we as an Association would prefer to have the option to run our Annual Conference as a stand-alone event and not be constitutionally bound to do so.

### MOTION:

**Remove Item. 1 & Item 10 in Rule 12. Annual General Meeting which are currently:**

- (1) The Association is to hold an annual general meeting in conjunction with an annual conference each year.
- (10) Each year, in conjunction with the annual general meeting, there will be held an annual conference.

**Amend Rule 12 to read:**

### **12. ANNUAL GENERAL MEETING**

- (1) The annual general meeting is to be held in August at such time and venue as the committee determines.
- (2) The annual general meeting shall be in addition to any other general meetings that may be held in the same year.
- (3) The notice convening the annual general meeting is to specify the purpose of the meeting.
- (4) The ordinary business of the annual general meeting shall be-
  - (a) to confirm the minutes of the last preceding annual general meeting and of any general meeting held since that meeting;
  - (b) to receive from the committee, auditor, and servants of the Association reports upon the transactions of the Association during the last preceding financial year;
  - (c) to elect the officers of the Association and the ordinary committee members
  - (d) to appoint the auditor.
- (5) The annual general meeting may transact special business of which notice is given in accordance with these rules.
- (6) The committee shall have the power to make by-laws and standing orders to which the members present at an Annual General Meeting may add or rescind.

**(7) The by-laws and standing orders are to be reviewed at the Annual General Meeting.**

**(8) The committee shall have the power to confer Life Membership in accordance with Rule 6 of these rules.**

**MOTION:**

**Amend Rule 19 Votes which is currently:**

**(5) At any conference, motions not received by the Association in accordance with these rules, may be dealt with if agreed by a 2/3 majority of voting delegates present, with the exception of constitutional amendments.**

**To:**

**(5) At any annual conference, annual general meeting or special general meeting motions not received by the Association in accordance with these rules, may be dealt with if agreed by a 2/3 majority of voting delegates present, with the exception of constitutional amendments.**



# CONSTITUTIONAL MOTION FOR ANNUAL CONFERENCE & AGM 2017

## ITEM 11

**PROPOSED BY:** TASSO Management Committee

**CONTACT PERSON:** Jared Dickason, Southern Delegate

**CONTACT:** 0409 316 256

**SUBJECT:** MEMBERSHIP OF THE ASSOCIATION

**SECTION:** Rule 5 (1) Members of the Association

### PREAMBLE:

#### 1/ Organisation Memberships

Currently TASSO work closely with many similar and likeminded organisations who require us to be paid members of their organisations – yet under our current constitution they cannot be a member of our organisation.

#### 2/ Individual Person Memberships

With some schools not having a School Association and some school associations not being members of our organisation, we have had over the year's individual parents and persons who have wanted to be involved and contribute to TASSO as an organisation, yet have no recourse through our Constitution to be members.

### MOTION:

**We change 5. Membership of the Association – Item 1 which currently reads:**

- (1) Members of the Association shall be:
  - (a) Parent groups and school associations in Tasmanian state schools and colleges
  - (b) Parent groups in Tasmanian Early Childhood Centres
  - (c) Life Members as per Rule 6

### To:

#### 5. MEMBERSHIP OF THE ASSOCIATION

- (1) Members of the Association
  - (a) With voting rights shall be:
    - (i) Parent Groups and school associations in Tasmanian state schools and colleges
    - (ii) Parent Groups in Tasmanian Early Childhood Centres
    - (iii) Paid membership of Life Members as per Rule 6
  - (b) Without voting rights shall be:
    - (i) Organisations working within the areas of Education, Health or disabilities
    - (ii) Individuals persons or parents
    - (iii) Life Members

## CONSTITUTIONAL MOTION FOR ANNUAL CONFERENCE & AGM 2017

### ITEM 12

**PROPOSED BY:** TASSO Management Committee

**CONTACT PERSON:** Jared Dickason, Southern Delegate      **CONTACT:** 0409 316 256

**SUBJECT:** LIFE MEMBERSHIP

**SECTION:** Rule 6 – Item 6 and Rule 19 – Item 2 (a)

**PREAMBLE:**

**MOTION:**

That the current wording of Rule 6 Item 6:

**6. LIFE MEMBERSHIP**

- (6) Life Membership shall confer automatic voting rights and the Association may use Life Members as honorary consultants.

Be changed to:

**6. LIFE MEMBERSHIP**

- (6) Life Members upon payment of membership fees outlined in Schedule 'A' of Annual Subscription be eligible for voting rights at the AGM and or any special general meeting held during a membership year
- (7) The Association may use Life Members as honorary consultants in lieu of Annual Membership

And that Rule 19 Votes – Item 2 (a) be amended from:

**19. VOTES**

- (2) (a) Life Members shall be entitled to one vote at the annual general meeting, the annual conference or a special general meeting;

To:

**19. VOTES**

- (2) (a) Life Members shall be entitled to one vote at the annual general meeting, the annual conference or a special general meeting if membership fees have been paid;

## CONSTITUTIONAL MOTION FOR ANNUAL CONFERENCE & AGM 2017

### ITEM 13

**PROPOSED BY:** TASSO Management Committee

**CONTACT PERSON:** Jared Dickason, Treasurer                      **CONTACT:** 0409 316 256

**SUBJECT:** ANNUAL SUBSCRIPTION

**SECTION:** SCHEDULE "A"

#### **PREAMBLE:**

There has been no increase in membership subscription fees since 2013 whilst the associated cost of running the organisation has increased considerably – we request an increase of Schedule 'A' annual membership fees with the inclusion of the additional membership categories as presented in Motion No. 1

#### **MOTION:**

##### **That the current Annual Membership Fees in Schedule A:**

Annual Membership Fees:

Members as described in Section 5.1(a)	\$0.30 per enrolled student with Minimum Fee of \$30.00 and a Maximum Fee of \$130.00 per School Association or Parent Group
Members as described in Rule 5.1(b)	\$30.00 per annum
Life Members	No charge

##### **Be increased to**

Members as described in Section 5.1(a)(i)(ii)	\$0.40 per enrolled student with Minimum Membership Fee of \$40.00 and a Maximum Membership Fee of \$150.00 Per School Association or Parent Group
Members as described in Section 5.1(b)(i)	\$50.00 per annum
Members as described in Section 5.1(b)(ii) and Life Members Section 5.1(a)(iii)	\$20.00 per annum

# RATIFICATION OF TASSO BY-LAWS FOR ANNUAL CONFERENCE & AGM 2017

## ITEM 14

### TASMANIAN ASSOCIATION OF STATE SCHOOL ORGANISATIONS Inc.

#### BY-LAWS

##### 1. THE MANAGEMENT COMMITTEE

- (a) Each member of the Management Committee will acknowledge their acceptance of and comply with the TASSO Code of Conduct.
- (b) Duty Statements shall be provided for all officers and employees of TASSO, reviewable annually by the Management Committee.
- (c) Notice of items for inclusion in the Agenda of a meeting of the Management Committee shall be forwarded to reach the senior office staff at least fourteen (14) days before the date of each meeting.
- (d) The senior office staff shall forward to each member of the Management Committee an agenda paper containing matters to be dealt with at that meeting together with copies of reports to be presented at that meeting.
- (e) No matter shall be dealt with at a Management Committee Meeting unless notice has been given in accordance with the By-Laws provided that the Management Committee may deal with any matters without notice if in the opinion of the majority of delegates present the matter is of an urgent nature.
- (f) No record of the proceedings of any Management Committee Meeting shall be made by any person other than a member of the Management Committee. Only the appropriate person shall relay information and decisions of the Management Committee.
- (g) The Management Committee shall be authorised to pay honorariums to the President.

##### 2. REGIONS

- (a) The regions of the Association shall be the North, the North-West and the South.

- (b) Regional Coordinators shall be responsible for the convening of regional meetings at least once each term.
- (c) Regional operating costs will be funded from TASSO budget as authorised by the Management Committee
- (d) All member schools within each region shall be notified of regional meetings.

### **3. ANNUAL GENERAL MEETING, SPECIAL GENERAL MEETING & ANNUAL CONFERENCE**

- (a) Written notice of each annual general meeting, special general meeting and annual conference shall be forwarded to each Member Association, Life Member and Management Committee member provided that accidental omission to give notice shall not invalidate an annual general meeting, special general meeting or annual conference.
- (b) Notices of Motion to be dealt with by annual general meeting, special general meeting and annual conference must be lodged with the senior office staff 8 weeks prior to the date of annual general meeting, special general meeting and annual conference.
- (c) Notices of Motion may be submitted to an annual general meeting, special general meeting and annual conference by a Member Association, Life Member or the TASSO Management Committee.
- (d) An agenda paper containing all motions, list of nominated candidates, and other matters to be dealt with at an annual general meeting, special general meeting or annual conference shall be forwarded to each Member Association, Life Member and Management Committee Member not later than forty-five (45) days prior to the annual general meeting and annual conference, or thirty (30) days prior to a special general meeting.
- (e) Annual general meeting, special general meeting and annual conference Notices of Motion shall be presented to the Management Committee who shall have the power to return any notice of motion to the sender with the advice that it requires alteration, deletion or addition before it can be accepted as an item.
- (f) Proxy votes shall be given to an attending delegate or the TASSO Secretary.
- (g) The Management Committee is to maintain a Policy Document-

### **4. CERTIFICATES OF APPRECIATION**

The Management Committee shall have the power to present Certificates of Appreciation for outstanding service.

**5. ELECTION OF OFFICE BEARERS**

- (a) Nomination forms shall be forwarded to all affiliated school associations at the same time that they are invited to submit agenda items for an annual general meeting.
- (b) All candidates shall submit, together with their nomination form, a resume of relevant experience for the respective position.
- (c) Candidates nominating for President shall have served a minimum of one year on the State Committee.

**6. ELECTION OF REGIONAL DELEGATES**

- (a) All affiliated school associations and parent groups will be entitled to nominate a member of their association or committee to be a regional delegate.
- (b) The term of appointment will be for one year, commencing from the rise of annual general meeting. Existing delegates will be entitled to re-nominate.

**7. MANAGEMENT COMMITTEE MEMBERS**

Successful nominees to the TASSO Management Committee will be required to hold a current Working With Children Registration, the cost of the application to be covered by TASSO.